

DATE: \_\_\_\_\_

PERMIT #: \_\_\_\_\_



**CERTIFICATE OF OCCUPANCY REQUEST  
MANUFACTURED HOME INSPECTION  
\$42.00**

ADDRESS: \_\_\_\_\_ LOT: \_\_\_\_\_

OWNER		TENANT	
NAME:		NAME:	
ADDRESS:		ADDRESS:	
CITY/ZIP:		CITY/ZIP:	
PHONE #:		PHONE #:	

What is the size of the manufactured home? (**600 SQ FT MINIMUM**) \_\_\_\_\_

Will there be any alterations to any structure on the lot?  
(If yes, permits are required.) YES / NO

Do you plan to build any structures or porches?  
(If yes, permits are required.) YES / NO

Will the manufactured home be wired to the power pole? YES / NO

Will an air conditioner be set and wired? YES / NO

Will gas be connected? YES / NO

Will water or sewer be connected? YES / NO

1. Only state inspected and approved manufactured homes may be placed in parks. **No RV's, motor homes, recreational park trailers, etc. are permitted.** A State Inspection placard must be permanently affixed to the manufactured home.
2. After the manufactured home has received inspection, a RED or GREEN TAG will be left on the electric meter. A GREEN TAG will indicate a passed inspection and a RED TAG will indicate a failed inspection.
3. If a RED TAG is received, the manufactured home owner or tenant must have the items indicated on the RED TAG corrected. After corrections, call our office for a re-inspection. (817) 410-3010.
4. If a GREEN TAG is received, the building department will fax a release to the electric company immediately.

**I HEREBY CERTIFY THAT THE FOREGOING IS CORRECT TO THE BEST OF MY KNOWLEDGE AND THE SAID OCCUPANCY IS IN CONFORMANCE WITH THE INFORMATION HEREIN SET FORTH.**

PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

Development Services Department  
The City of Grapevine \* P.O. Box 95104 \* Grapevine, Texas 76099 \* (817) 410-3165  
Fax (817) 410-3012 \* [www.grapevinetexas.gov](http://www.grapevinetexas.gov)